

BRIEF TITLE	APPROVAL DEADLINE	REASON
Contract Approval - Mail Sorting		Cost saving to City Departments

DETAILS	POSITIONS/RECOMMENDATIONS	
Approve a 2 year contract between the City of Lincoln and Mail Sort Professionals for the processing of mail flats at a rate of .08 savings per piece from USPS postage rate. The contract also includes the processing of presort mail at no charge to the City.	Sponsor	Robert Walla - Purchasing
	Program Departments, or Groups Affected	Health Dept., Water Dept., Other departments as-needed for bulk mail requests.
	Applicants/Proponents	Applicant: Purchasing Finance/Accounting City Department: Other
Discussion (Including Relationship to other Council Actions)	Opponents	Groups or Individuals Basis of Opposition
	Staff Recommend.	<input checked="" type="checkbox"/> For <input type="checkbox"/> Against Reason Against
	Board or Commission Recommend.	BY <input type="checkbox"/> For <input type="checkbox"/> Against <input type="checkbox"/> No Action Taken <input type="checkbox"/> For with revisions or conditions (See Details column for conditions)

DETAILS		POLICY/PROGRAM IMPACT	
	POLICY OR PROGRAM CHANGE	<input type="checkbox"/> NO <input type="checkbox"/> YES _____ _____ _____	
	OPERATIONAL IMPACT ASSESSMENT	_____ _____ _____ -	
	FINANCES		
	COST AND REVENUE PROJECTIONS	COST of total project: <i>As-Needed</i> \$ COST of this Ordinance/ <i>No Set Price</i> Resolution \$	
		RELATED annual operating Costs <i>N/A</i> \$	
		INCREASE REVENUE EXPECTED/YEAR <i>N/A</i> \$	
	SOURCE OF FUNDS	CITY [Approximately] _____ \$ _____ % - _____ \$ _____ % - _____ \$ _____ % - _____ \$ _____ % NON CITY [Approximately] _____ \$ _____ % - _____ \$ _____ % - _____ \$ _____ % - _____ \$ _____ %	
		BENEFIT COST	
		<input type="checkbox"/> Front Foot Assessment	Average
		<input type="checkbox"/> Square Foot	\$ _____ \$ _____

APPLICABLE DATES:

FACT SHEET PREPARED BY: *Robert Walla*

REVIEW BY: